

SSA-DD/S
Room 7D16
Hqs

4 October 1962

Executive Assistant to
the DD/S 7D24, Hqs

CIA Records Administration
Officer 604, 1016
16th St.

25X1

To 1 -

The revised disposition schedule for certain confidential funds records has now been concurred in by the Office of Personnel, the Office of General Counsel, and the Office of the Comptroller. It is suggested that these coordinations be made known to Mr. [] in order that the revised schedule may be implemented.

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[]
Special Support Assistant/DDS

Attachments

1 to 2 -

Forwarded in accordance with
SSA comments above.

ASSA-DD/S:JPH/ms (4 Oct 62)

25 YEAR RE-REVIEW

Distribution:

Orig RS w/Atts - Addressee
1 - SSA-DD/S Chrono, w/o atts
1 - SSA-DD/S Subj ✓

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Attachments were as follows:

1. Routing Sheet dtd 20 July 62 fr Acting SSA-DD/S to OGC; w/OGC concurrence of 3 Oct 62
2. Routing Slip fr EXO/OP [] to ASSA-DD/S, dtd 19 July 62, w/comments
3. Orig of Memo for Record dtd 9 July 62, subj: Records Disposal, by ASSA-DD/S
4. cc of DD/S Action Memo dtd 27 Feb 62, subj: Records Disposal, by EA-DD/S (DD/S 62-0790)
5. Transmittal Slip for [] 19 June 62
6. Routing Slip dtd 12 June for [], w/attached file

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as follows:
Memo dtd 12 Apr 62 for EA-DD/S fr Deputy Comptroller, subj: Records Disposal (DD/S 62-1346); w/attached: Memo dtd 13 Nov 61 for DCI, thru DD/S, fr Comptroller, subj: Retention and Disposition Program for Confidential Funds Financial Documents; Schedule (DD/S 61-4400)



SECRET

ROUTING AND RECORD SHEET

SSA ST 1866

SUBJECT: (Optional)

FROM:	DATE			NO.
	RECEIVED	FORWARDED	INITIALS	
SSA-DD/S Room 7D26 Hqs				S-100 4 October 1968
TO: (Officer designation, room number, and building)				COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1. Executive Assistant to the DD/S 7D26, Hqs	10/4		/s/RF	To 1 - The revised disposition schedule for certain confidential funds records has now been co- ordinated in by the Office of Personnel, the Office of General Counsel, and the Office of the Comptroller. It is suggested that these coordinations be made known to [redacted] in order that the revised schedule may be imple- mented.
2. CIA Records Administration Officer 604, 1016 16th St.	10/8	10/9	/s/RC	
3. Deputy Comptroller 604-69, Headquarters	27	not	/s/MW	
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5.		25X1		
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10.			ILLEGIB	
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15.				

FORM 610-5500

10-65

SECRET

CONFIDENTIAL

INTERNAL
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CIA RECORDS ADMINISTRATION OFFICE